

Kansas Criminal Justice Information System (KCJIS) Committee

March 11, 2019, 1:30pm – 3:30pm

OJA, Room 269, Topeka

Approved

Committee Members in Attendance:

Moore, Leslie, KBI, Chair – **Present**

Goosen, Duane, Secretary KS Department of Administration, Co-Chair - **Present**

Schneider, Heidi, APCO – **Present**

Sage, Bob, KACP – **Present (phone)**

Norris, Amber, KCDAA – **Present (phone)**

Moses, Pam, KADCCA – **Present**

O'Brien, Kelly, OJA - **Present**

Oehm, Jim, Capt (Don Cathey, Proxy) - **Present**

Soldan, Roger, Sheriff, KSA –

Sass, Harold, (/Proxy) DOC - **Present**

Others in Attendance: David Marshall, Director KCJIS; Rod Blunt, OITS; Carla Boesker, KHP; Jill Martin, DOC; Joe Mandala, KBI; Melissa Rau, KDOT; Sherry Webb, KBI; Stephanie Watts, DOC.

KCJIS Committee Call to Order:

The meeting was called to order by the Chair Leslie Moore.

Quorum Verified.

No Guests

Business

Chair Report:

Review of the January Committee Meeting Minutes. Motion to approve minutes by Heidi Schneider, Seconded by Harold Sass. Motion is approved.

Review of the February Conference Call Committee Meeting Minutes. Motion to approve minutes by Heidi Schneider, Seconded by Harold Sass. Motion is approved.

Treasury Report:

Leslie Moore - The “KCJIS Committee Fund”. Leslie has contacted Lance Royer, former Treasurer to move the funds to the KBI/KCJIS account, Lance supplied a check for 4,803.45. Minus funds for awards \$35.99 for a total of \$4767.46.

Committee Treasurer needed – Heidi Schneider self-nominated to the committee Treasurer. Committee vote approved Heidi’s nomination.

Director Report:

David Marshall (Handout) – Update on my activities for the past couple months.

Legislative Bill Tracker (Handout) – Watching several bills. Two with the most interest HB2360, Background checks, it has a hearing March 14. HB Sub2018 – to develop a commission to review sentencing guidelines, and law enforcement data systems. (Handout)

ITEC Update: New Security Policy - Policy 7230A, was approved, ITEC council would like to know what kind of time, effort and cost it will take to implement this security policy. Director request estimation please from committee agency CIO’s. Discussion on how 7230A will affect the different agencies and the court system. Discussion on passwords, NIST/FBI/CJIS requirements and how they all will work together.

Question from Rep Pittman on language used for LE body cam encryption. I’m developing an email now to discuss the issues.

Review of language in KCJIS Policy for guidelines to be used for language to require all data centers that contain state sensitive information reside in the US.

Will start review of Strategic Plan review. Will be sending out for comments.

KADCCA Report:

Pam Moses – KADCCA is tracking the courts new system development, Odyssey. Keeping an eye on the payment system development.

KCJIS Line Fund:

Joe Mandala – (Handout) - The KCJIS Line Fund supports the circuits and infrastructure for the circuits of the KCJIS. These circuits are mandated by statute and are provided with in each county of the State. Receipts into this fund are provided by a percentage of district court fines, by statute. Expenses are paid to the OITS for provisioning of the circuits across the state. Handout showing monthly revenue and expenditures for FY19. It is projected that the annual revenue over expenditures for the circuit fund for FY19 will likely be \$221,001 if these revenue and expense numbers hold.

KCJIS Circuit Audit and Disconnections – (Handout) – General audits detailing usage of the KCJIS Circuits made available under statutory provisions in KSA 74-5702(b) have shown that several counties and agencies do not make use of the circuits provided by the State. As of March 2019, there are 80 circuits verified to be in use (75%), 16 circuits verified to not be in use (15%),

and 10 circuits that have an unknown status (10%). Letters of intent to disconnect have been sent to the agency heads of the 16 agencies in question currently not using the state provide line.

Heidi Schneider provided a motion “To shut off counties and agencies who are not currently using the available connections and to review savings costs. A portion of the savings to be set aside for reinstatement and the remainder to be used for KCJIS infrastructure. Going forward a report on what those infrastructure costs and projects may be.” Motion seconded by Kelly O’Brien. Motion passed on vote.

TRCC Update:

Melissa Rau / Joe Mandala – eCitation implementation, citation record online form went live beginning of March. Currently 6 agencies are entering production data. The interface with Huber & Associates has completed initial development. The interface system will be up and running late March to early June. The entire eCitation system should be up and running by of June 2019.

KBI IT Systems Architect position – TRCC/KDOT is funding a new position at the KBI for systems architecture interfaces and interoperability. Keith Ellis is the new architect. Keith is also developing standards for systems interfaces.

Updating on geo-coding vehicle crashes in to the data systems. Ken Nelson from DASC is the lead on developing locations for crashes that don’t have an address associated with the crash.

KCJIS Conference:

David Marshall / Leslie Moore - Review of draft agenda. Will be setting up next conference committee meeting in April.

Request funding for lanyard purchase. Motion was provided by Don Cathey for \$350 for the purchase of lanyards. Seconded by Heidi Schneider. Motion Passed.

KCJIS Subcommittee Reports:

Don Cathey – Policy Sub-Committee report – CJIS Policy 5.7 approval.

CJIS policy 5.6 has been edited and updated by the Policy sub-committee. The draft CJIS policy 5.7 needs to be reviewed and approved. After discussion concerning updates to sections 1.3 (CSA’s ability to update and publish with out committee approval); 5.3.1 Terms and Definitions; 5.12 Policy Area 12: Personnel Security (requirements for private contractors); and 5.1.1.4 Interagency and Management Control Agreements. A motion to approve the updated KCJIS Policy & Procedures 5.7 was submitted by Don Cathey, seconded by Harold Sass. Motion to approve the updated policy was approved.

Leslie Moore – Projects and Plans Sub-Committee report – no one showed up for the project and plans sub-committee meeting last month. After discussion on the need or value of the sub-committee it was decided to table the discussion until the May meeting to look at the KCJIS By-Laws, for updating and editing, since the sub-committees are mandated in the by-laws.

Project Updates:

Joe Mandala - ITEC Policy update, policy 2400, moving from cost basis KITO reporting to a risk-based model. Risk reporting may include number of agencies involved, cost or overall risk analysis.

The meeting was adjourned at approximately 3:27 pm.

The next KCJIS Committee meeting will be May 13th, 1:30pm at OJA, Room 269.